# Individual Ready Reserve & Standby Reserve



# **Member Guide**

U. S. Coast Guard Personnel Service Center (PSC)
Reserve Personnel Management Division
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Primary Contact: ARL-PF-CGPSC-rpm-3-Query@uscg.mil

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# **General Information**

#### **Purpose for this Guide**

RPM-3 understands that you may have questions as you transition from the Active Component (AC) to the Reserve Component (RC), or when completing a change in Reserve Component Category (RCC).

As a member of the Individual Ready Reserve (IRR) or Standby Reserve (Active Status List (ASL) or Inactive Status List (ISL)), you must understand the requirements that apply to you and know where to turn for additional guidance.

This guide was prepared to:

- Assist members in their transition to the IRR, ASL or ISL.
- Communicate the annual participation requirements that apply to all IRR, ASL and ISL members and the consequences of not meeting the satisfactory participation requirements.
- ➤ Clarify the process for requesting assignment to the Selected Reserve (SELRES)
- > Provide additional useful information for members in the IRR, ASL and ISL.

<u>NOTE</u>: We want your feedback. Please let us know how we can improve the information in this guide by emailing suggestions to: <u>ARL-PF-CGPSC-rpm-3-Query@uscg.mil</u>.

#### **Who to Contact**

Commander, Personnel Service Center (PSC), serves as the Commanding Officer for all IRR, ASL and ISL members, unless they are on active duty orders or approved to drill for points only. IRR, ASL and ISL members are assigned to and administratively supported by the Reserve Personnel Management, Reserve Personnel Services Branch (RPM-3).

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Mailing Address: Commander (CG PSC RPM-3)

Personnel Service Center

2703 Martin Luther King Jr Ave SE

Washington DC 20598-7200

Website: <a href="https://www.uscg.mil/rpm/rpm3">www.uscg.mil/rpm/rpm3</a>

Email address: <u>ARL-PF-CGPSC-rpm-3-query@uscg.mil</u>.

**NOTE:** All medical related inquiries should be sent to:

ARL-DG-CGPSC-RPM-Reserve-Medical@uscg.mil.

# **Categories of the Reserve**

#### What are the different Reserve Component Categories?

#### **Ready Reserve:**

The Ready Reserve consists of members in the SELRES and IRR. Members in the Ready Reserve are liable for immediate recall to active duty as outlined in Chapter 1.A of the Reserve Policy Manual, COMDTINST M1001.28 (series).

**SELRES:** Members assigned to Coast Guard units that regularly perform Inactive Duty Training (IDT) and Active Duty for Training–Annual Training (ADT-AT) annually. SELRES members are typically required to perform 48 IDT drills and 12 days ADT each year (i.e. 1 weekend a month and 2-weeks per year)

**IRR**: Consists of individuals who must fulfill their Military Service Obligation (MSO) and those who have fulfilled their MSO and voluntarily remain in the IRR. IRR members are liable for immediate recall to active duty and are considered to be in an "active status". IRR members are not required to meet the same IDT and ADT training requirements as those in the SELRES, unless approved to drill for points only by RPM.

#### **Standby Reserve:**

The Standby Reserve consists of reservists in the ASL and ISL. Members in the Standby Reserve are liable for involuntary recall to active duty under 10 USC 12301 and 12306.

**ASL:** Members in the ASL are considered to be in an "active" status, which makes them eligible for promotion/advancement, to earn retirement points and to perform certain types of duty. However, performance of duty while in the ASL is extremely rare. Before a member will be transferred to the ASL, the member must meet very specific criteria, which is rare. A vast majority of members reside in the IRR or ISL.

**ISL:** Members in the ISL are considered to be in an "<u>in</u>active" status and are <u>NOT</u> eligible for promotion/advancement, to earn retirement points or to perform voluntary duty of any type.

#### **Retired Reserve:**

The Retired Reserve consists of reservists who have met satisfactory participation requirements for non-regular retirement. The two primary categories within the Retired Reserve are RET-1 and RET-2. The remaining categories are outlined in the Reserve Policy Manual.

**RET-1:** Members who retired and ARE receiving retired pay. In order to be in a RET-1 status, members must have a minimum of 20 satisfactory years of service, reached their eligible retirement age and requested transfer to RET-1.

**RET-2:** Members who are retired, but NOT receiving retired pay. To be in a RET-2 status, members must have a minimum of 20 satisfactory years of service and request transfer to RET-2. Members in a RET-2 status typically have not reached the minimum eligible retirement age, which is 60 years old (unless qualified for early retirement).

**NOTE:** Additional information on the Ready Reserve, Standby Reserve and Retired Reserve can be found on the Reserve Policy Manual, COMDTINST 1001.28(series).

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# **IRR Satisfactory Participation Requirements**

#### Where can I find more information about the participation requirements?

In addition to the information below, IRR, ASL and ISL satisfactory participation requirements are outlined in Chapter 4 of the Reserve Policy Manual, COMDTINST M1001.28 (series).

#### What are the participation requirements while serving in the IRR, ASL or ISL?

NOTE: IRR, ASL and ISL members that fail to adhere to the participation requirements may be involuntarily transferred to the ISL (IRR and ASL only), ordered to active duty or separated. Adherence with participation requirements below is reviewed annually during a member's birth month.

#### **IRR** members must:

- ➤ Promptly advise RPM (or your assigned SPO if you have been approved to "drill for points"), of changes of residence, phone number(s), email address(es), mailing address, marital status, number of dependents, civilian education or employment, and any physical condition or other factor that would affect the member's immediate availability for active duty military service;
- ➤ Meet the minimum training requirements for individual military service obligation or contractual agreement;
- Maintain physical fitness and weight standards, in accordance with reference (g), Coast Guard Weight and Body Fat Standards Program Manual, COMDTINST M1020.8 (series); Although **IRR members are not required to conduct semiannual weigh-ins**, they may be required to weigh in for a variety of other reasons (e.g. accepting orders of any type, DFPO approval, transition to the SELRES, promotion/advancement, etc.).
- Answer official correspondence, which may be sent to you via mail, (i.e., United States Postal Service, FEDEX or other similar delivery service), or email. Email correspondence is sent to the email address(es) listed in Direct Access and will always come from a "uscg.mil" address.
- ➤ Complete an affiliation CG-3307 AT-10A.
  - NOTE: By signing the CG-3307–AT-10A (Page 7 Admin Remarks), members acknowledgement their understanding of their participation requirements while assigned to the IRR. Members will not receive reminders from RPM-3 to complete these requirements. As stated earlier, members who do not participate satisfactorily will be involuntarily transferred to the ISL, ordered to active duty or separated.
- Ensure their contact information, and dependency data (family composition) is accurate in Direct Access at all times. This includes, but is not limited to, home mailing address, email address (please note your preferred primary email address), phone numbers, etc.
- ➤ Complete the Annual Screening Questionnaires (ASQ) per 10 U.S.C. §10149. See the "ASQ section" for more details. Members must complete their ASQ in Direct Access during their birth month.

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- Annually submit the Qualification to Possess Firearms or Ammunition, <u>DD-2760</u>.
- ➤ Promptly advise RPM-3 (or your assigned SPO if you have been approved to "drill for points") of any changes in residence. (i.e. relocating overseas, marital status, dependency status, civilian education or employment, and any physical condition or other factors that may impact your immediate availability for active military service.
- Maintain initial uniform issue for a period of four years.
- ➤ <u>ALL</u> IRR members with 20 or more years of qualifying federal service towards retirement (i.e. issued a 20 year retirement letter) are required to earn a minimum of 50 reserve retirement points per anniversary year to remain in an active status (SELRES, IRR or ASL). Members with 20 or more years of qualifying federal service towards retirement that do not attain at least 50 points in an anniversary year will be involuntarily moved to the ISL.
- ALL <u>Officers</u>, regardless of years of service, MUST accrue a minimum of 50 retirement points during each anniversary year to be retained in an active status (SELRES, ASL, or IRR). Officers that do not accrue at least 50 points in an anniversary year will be involuntarily moved to the ISL.

#### **ASL** and **ISL** members must:

- ➤ Answer all official correspondence;
- ➤ Promptly advise Commander (RPM) of changes of address, personnel identification data, physical condition, dependency status, military qualifications, civilian occupational skills, availability for service and other information as required;
- Maintain initial uniform issue for a period of <u>four years</u>; and
- ➤ Commissioned officers (ASL only) must attain 50 points per anniversary year to remain in an active status, in accordance with reference (a), 10 U.S.C. §12642. Officers that do not accrue at least 50 points in an anniversary year will be involuntarily moved to the ISL.

#### What happens if I do not comply with the participation requirements?

IRR, ASL and ISL members that fail to adhere to the above participation requirements may be involuntarily transferred to the ISL (IRR and ASL only), ordered to active duty or separated. Adherence with participation requirements is reviewed annually during a member's birth month. Members may only be in the ISL for a limited time. Members in the ISL are monitored periodically and will be considered for separation based on the information below.

Officers: After three years in the ISL, officers and their personnel record will appear before the Mobilization Disposition Board (MOBOARD). This board will determine if officers remain in the Coast Guard, retired (if eligible) or discharged.

Enlisted: Enlisted members may remain in the ISL until their end of enlistment (EOE). At such time they will be discharged unless a request to transfer to an active status is made by the member and the request is approved prior to the member's EOE. Reenlisting or extending while in the ISL is not permitted.

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#### How can I complete the requirements?

Most requirements are self-explanatory and can be performed in Direct Access. However, if you are uncertain how to proceed, we suggest you email your questions to the RPM-3 IRR email query at: <u>ARL-PF-CGPSC-rpm-3-Query@uscg.mil</u>. Although we strive to answer your email within 10 business days, please allow us 30 calendar days to respond.

#### **How do I get access to Direct Access?**

#### **Direct Access password reset information:**

If your Direct Access password has expired, submit a trouble ticket to PPC via: <a href="mailto:ppc-dg-customercare@uscg.mil">cgweb.ppc.uscg.mil</a> or send an email to: <a href="mailto:ppc-dg-customercare@uscg.mil">ppc-dg-customercare@uscg.mil</a>. PPC will provide you a new Direct Access password, via a protected internet link. Be sure to explain that you are without a CAC and do not have uscg.mil email access because of your Reserve Category. While in Direct Access, you must update your personal contact information (primary and alternate email address(es), mailing address, phone numbers, etc.) and complete your Annual Screening Questionnaire. Your password will expire after 180 days of inactivity; therefore we strongly encourage you to log into Direct Access periodically to keep your password current.

# **Annual Screening Questionnaire (ASQ)**

#### How can I complete my Annual Screening Questionnaire?

IRR members are required to update their ASQ annually during their birth month or any time their mobilization status changes. Additional directions for completing the ASQ can be accessed using the <u>ASQ User Guide</u> or by visiting the <u>PPC Procedures and Learning Development (P&D)</u> webpage.

The ASQ <u>must</u> be completed in Direct Access. The Direct Access ASQ module can be accessed from the Self Service menu using the following path:

#### Main menu > Self Service > Employee > Annual Screening Questionnaire

NOTE: A member who incurs an injury or illness that impacts his/her readiness status and availability for mobilization must update his/her ASQ AND contact the RPM-3 Medical Section immediately for further guidance. The RPM-3 Medical Section can be contacted at: ARL-DG-CGPSC-RPM-Reserve-Medical@uscg.mil. You may be asked to provide medical documentation to support your current medical status so that we can update appropriate Coast Guard systems. All members within the RPM-3 have been trained and recertify annually in Health Information Portability and Accountability Act (HIPAA) requirements and will ensure your medical documentation is managed with upmost discretion. We value your privacy and will respect it at all times.

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# **Anniversary Year**

#### What is an "anniversary year" and why is it important?

The Reserve Policy Manual, COMDTINST M1001.28 (series), Chapter 8, provides additional information about the anniversary year.

Your anniversary year is an important date to know and understand as it relates directly to your eligibility for completing satisfactory federal service for a Reserve (non-regular) retirement.

Your anniversary year is established by the date you entered into active service <u>or</u> into active status (SELRES, IRR or ASL) in a reserve component. Your anniversary year is indicated on your Reserve Points Statement (sometimes referred to as Reserve Member Balances). Your anniversary year will change if you have a break in service, including any time spent in the ISL.

Certain requirements must be completed within your anniversary year. These requirements include but are not limited to:

- Accruing at least 50 retirement points to earn a qualifying year of satisfactory service for non-regular retirement; and,
- Accruing at least 50 retirement points to meet IRR satisfactory participation requirements (All officers and any enlisted members who are retirement eligible. Failure to earn at least 50 retirement points may result in involuntary transfer to the ISL).

NOTE 1: We encourage you to periodically review your Reserve Point Statement (also called Reserve Member Balances). Your Reserve Points Statement can be accessed through the Direct Access Self Service module at:

Main menu > Self Service > Employee > View > My Reserve Points Statement

NOTE 2: Members receive 15 membership points for each full year in an active status (SELRES, IRR or ASL). However, your 15 membership points will not populate until the END of your anniversary year. Membership points will be prorated for partial years in an active status. If you discover errors, please notify the RPM-3 SPO at: <a href="mailto:ARL-PF-CGPSC-rpm-3-Query@uscg.mil">ARL-PF-CGPSC-rpm-3-Query@uscg.mil</a> immediately as this may affect your involuntary placement in the ISL.

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# **Earning Retirement Point Credit**

#### Can I earn a retirement points while assigned to the IRR, ASL or ISL?

<u>IRR</u>: Members in the IRR are eligible to earn retirement points using the following options.

- 1. Perform unpaid IDT commonly referred to as "Drilling for Points only" or "DFPO"
- 2. Perform active duty orders (e.g. ADOS)
- 3. Complete authorized correspondence courses. A list of correspondence courses eligible for retirement point credit is available at: <a href="http://www.uscg.mil/hq/cg1/cg131/cg-1311/rrp\_ebdl.asp">http://www.uscg.mil/hq/cg1/cg131/cg-1311/rrp\_ebdl.asp</a>.

**NOTE:** Retirement points for a specific correspondence course can be credited only <u>once</u> in a member's career (CIM1001.28, paragraph 8.K.3).

ASL: Members in the ASL are eligible to earn retirement. Retirement points while in the ASL are generally earned by completing correspondence courses. However, in rare circumstances ASL members may be approved to perform IDT for points only (no pay). ASL members are NOT eligible to accept ADOS orders with or without pay.

<u>ISL</u>: Members in the ISL are **NOT** eligible to earn retirement points or perform voluntary duty of any type.

**NOTE:** 15 membership points is automatically given to members for each full anniversary year in an active status (SELRES, IRR, or ASL).

#### What are some Ways I can earn retirement points while assigned to the IRR or ASL?

The following options for earning retirements points are available to IRR members. In specific, but rare instances, ASL members may also qualify. ASL members should contact RPM-3 before considering any of the options below. ISL members are not eligible to earn retirement points.

#### **Drilling for Points Only (DFPO):**

IRR members may request to perform unpaid IDT, known as drilling for points only or DFPO. More information on DFPO, including the current request process is available at: http://www.uscg.mil/rpm/rpm3/dfpo.

DFPO is only available at units with reserve positions on the Personnel Allowance List (PAL). RPM is the approving authority for all DFPO requests. Upon approval, an IRR member will be re-assigned via no cost Reserve PCS orders to their DFPO unit. Once transferred, the IRR members will receive all administrative and SPO support from their new unit.

Approval of DFPO requests is based primarily on service need, (e.g. a member provides a special skill set to the command), but also considers member needs (e.g. completing satisfactory participation requirements, earning a qualifying year for retirement, completion of advancement requirements, etc.).

#### **Active Duty:**

Qualified IRR members may volunteer for active duty solicitations, which are advertised through the USCG Mobilization Readiness Tracking Tool (MRTT) <u>Volunteer Bulletin Board</u>. Additional information about volunteer opportunities may be found online at:

http://www.uscg.mil/reserve/member\_resources.asp or http://www.uscg.mil/announcements/alcgrsv.asp

#### **Correspondence Courses:**

A list of authorized non-Coast Guard correspondence courses is available at: <a href="http://www.uscg.mil/hq/cg1/cg131/cg-1311/rrp\_ebdl.asp">http://www.uscg.mil/hq/cg1/cg131/cg-1311/rrp\_ebdl.asp</a>. This list is maintained by CG-1311 and is updated periodically.

Forward all course completion certificates to the RPM-3 SPO email query at: <u>ARL-PF-CGPSC-rpm-3-Query@uscg.mil</u>. The SPO will enter your courses into Direct Access and your retirements points will be visible on your Reserve Points Statement (i.e. Reserve Member Balances). If you are approaching the end of your anniversary year, you risk your involuntary transfer to the ISL. If you find yourself in this situation, please email the RPM-3 SPO and we will engage with RPM-1 on your behalf.

NOTE: You are **strongly encouraged** to ensure your correspondence courses were credited correctly on your Reserve Points Statement. You can view your completed correspondence courses in <u>Direct Access</u> at:

#### Main Menu > Self Service > Employee > View > My Profile

(Click the "Qualifications" tab and scroll down to the Courses & Training) (Clicking on an individual course will show if retirement points were credited)

OR

Main Menu > Self Service > Employee > Tasks > My Member Info (Click the Search button and scroll down to the Correspondence Courses Summary)

Courses can only be credited during the anniversary year in which the course was <u>completed</u>, regardless of when the coursework was done. In addition, members **cannot** earn credit for correspondence courses if they were completed on the same day that duty was performed (IDT, RMP, ADT, etc.).

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**NOTE:** Retirement points for a specific correspondence course can be credited only <u>once</u> in a member's career (CIM1001.28, paragraph 8.K.3).

#### How many points can I earn each anniversary year?

Only members in an Active Status (IRR or ASL) are able to earn retirement points. ISL members are <u>not</u> eligible to earn retirement points.

The total number of points a Reserve member can earn in any year is 365 (366 in leap years). However, the maximum total combined points earned via IDT, RMPs, Funeral Honors Duty, membership, and correspondence courses is 130 points per anniversary year. While serving on active duty orders (i.e. ADOS, ADT, EAD, Title 10, Title 14, etc.), members earn one point per day served. Points earned while on active duty orders are not subject to the 130 point limitation. All members in an active status (IRR or ASL) receive 15 membership points for each full anniversary year. Membership points are prorated for partial anniversary years and credited in Direct Access at the **end** of a member's anniversary year.

#### How do I view the number of Reserve points I have earned?

Your Reserve Points Statement (sometimes referred to as Reserve Member Balances) provides a detailed accounting of all points earned while in the Reserve. Points earned are divided based on how they were earned and grouped by anniversary year. Your Reserve Points Statement is accessible through the Direct Access Self Service module at:

Main Menu > Self Service > Employee > View > My Reserve Points Statement

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# **Traveling Abroad / OCONUS**

#### What if I travel outside of the U.S. as a drilling IRR member?

Chapter 4 of the Reserve Policy Manual, COMDTINST M1001.28 (series) outlines the requirements for drilling IRR members traveling outside the United States. Drilling IRR members that plan to travel outside the United States for a period of 31 days or more are required to notify RPM-3 via standard Coast Guard memo. The memo must be sent to RPM-3 at: <a href="mailto:ARL-PF-CGPSC-rpm-3-Query@uscg.mil">ARL-PF-CGPSC-rpm-3-Query@uscg.mil</a> and the memo must include the following information:

- 1. Type of travel (air, sea, etc.);
- 2. Dates of travel;
- 3. Countries to be visited;
- 4. Force Protection Condition/Terrorist Threat/Criminal Level for each country visited;
- Department of State Travel Warning/Restrictions (<a href="http://travel.state.gov/content/passports/en/alertswarnings.html">http://travel.state.gov/content/passports/en/alertswarnings.html</a>);
- 6. Country/Theater clearance message required;
- 7. Antiterrorism/ Force Protection Level I training completed; and
- 8. Emergency Contact Information
- 9. Reservists with a statutory or contractual obligation shall include the following statement in the notification, "I understand travel outside the United States does not relieve me of the obligation to maintain satisfactory participation in accordance with the Reserve Policy Manual, COMDTINST M1001.28 (series)."

Reservists are <u>not</u> authorized to perform IDT or ADT-AT outside the United States, its territories or possessions. The Coast Guard does not have Reserve positions assigned outside the United States, its territories or possessions.

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# **Evaluations**

#### As an officer in the IRR, ASL or ISL, who does my OER?

#### Before transferring to the IRR, ASL or ISL:

Active duty and SELRES Officers being transferred to the IRR, ASL or ISL must complete their Officer Evaluation Report (OER), Detachment of Officer occasion. The end of period must align with the member's last day on active duty or last day in the SELRES, as appropriate. For additional information, see Chapter 5 of the Officers Accessions, Evaluations, and Promotions Manual, COMDTINST M1000.3 (series) and/or review the RPM-1 OES Section website at: <a href="http://www.uscg.mil/rpm/rpm1/oer.">http://www.uscg.mil/rpm/rpm1/oer.</a>

#### While in the IRR, ASL or ISL:

RPM-1 will complete a continuity OER for officers assigned to the IRR or ASL.

The OER will encompass the entire period an officer was in the IRR or ASL. A continuity OER will

also be submitted for IRR and ASL officers being considered for promotion during a particular year (even if the reported-on officer is still in the IRR or ASL). The continuity OER will be submitted prior to the scheduled submission date.

ISL officers do not receive an OER and are not eligible for promotion.

#### While Recalled to Active Duty:

Observed performance due to voluntary or involuntary active duty shall follow guidance in accordance with Chapter 5 of the Officers Accessions, Evaluations, and Promotions Manual.

#### While Drilling for Points Only:

Officers in the IRR, who are authorized to drill for points only, shall submit a concurrent OER in accordance with Chapter 5 of the <u>Officers Accessions</u>, <u>Evaluations</u>, <u>and Promotions Manual</u>. The period of report should align with the start and end-of-period dates on the Drill for Points Only orders. In addition to the concurrent OER, RPM-1 will submit a continuity OER for all IR members as described above.

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**NOTE:** RPM will not include any observed performance in the continuity OER.

# **Promotion & Advancement**

#### Can I be promoted / advanced while in the IRR, ASL or ISL?

Officers: Officers in the IRR and ASL are eligible for promotion and will compete for

promotion on the Inactive Duty Promotion List (IDPL) along with all SELRES

officers.

Officers in the ISL are <u>not</u> eligible for promotion.

Enlisted: Enlisted members in the IRR and ASL may compete for advancement during the

Reserve Service Wide Exam (SWE). To be eligible to participate in the Reserve SWE, a member must complete all necessary requirements. This includes having a current enlisted employee review (EER) in their present pay grade and rating prior to

the terminal eligibility date for service-wide requirements.

The Reserve SWE is administered once a year on the third Saturday in October. Reserve enlisted personnel in the SELRES, IRR, ASL and enlisted reservists on Extended Active Duty (EAD) may compete in the SWE when fully qualified. There are no sea service requirements for Reserve enlisted advancements.

Additional information can be found in Chapter 5 of the Enlisted Accessions, Evaluations, and Advancements Manual, COMDTINST M1000.2, and Chapter 7 of the Reserve Policy Manual. Deadlines will be announced via ALCGRSV message traffic. All Internet releasable message are available at: <a href="https://www.uscg.mil/announcements">www.uscg.mil/announcements</a>.

Enlisted members in the ISL are not eligible for advancement.

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# **Regular to Reserve Appointment Panel**

#### How do I transition from Regular Active Duty to the Coast Guard Reserve?

The Regular to Reserve (R2R) Panel is typically convened every February and October to consider members with regular commissions who are released from active duty, or who are within one year of discharge for a Reserve commission in accordance with Chapter 1.G of CIM1000.3.

Officers with an active duty commission that desire to affiliate with the Coast Guard Reserve must request appointment as a Reserve officer through the R2R Panel. RPM-1 (not RPM-3) is responsible for the R2R process. As such, questions about transitioning from active duty to the Coast Guard Reserve should be directed to RPM-1 by emailing: <a href="mailto:arl-pf-cgpsc-rpm-boardspanels@uscg.mil">arl-pf-cgpsc-rpm-boardspanels@uscg.mil</a>.

All regular commissioned officers considering a Reserve commission are strongly encouraged to begin planning well in advance of their separation date (1 year if possible). Timing your transition correctly is extremely important and will help you avoid (or minimize) a break in service and/or limit the amount of time spent in the IRR or ISL.

Although the information below is intended to help members better understand the transition process more fully, **the information below should** <u>NOT</u> **be used as a substitute for promulgated guidance from RPM-1**. RPM-1 is the definitive source for all things pertaining to the R2R process and overrides anything below.

- Request a Reserve Commission at the same time you request your active duty resignation.
- Apply to the Regular to Reserve (R2R) Appointment Panel. R2R panels are typically convened every February and October. Message traffic (ALCGPSC) is typically released 2-3 months prior to the convening date and provides a list of requirements and deadlines.
- Officers with an unqualified resignation typically must apply within one year of separation. Officers under the Temporary Separation program typically must apply within two years of separation.
- If you are interested in a SELRES assignment, strongly consider the Reserve assignment timeline before applying for the R2R panel. In order to compete for a SELRES assignment you must first have been recommended for a Reserve commission from a previous R2R Panel.
- SELRES assignments follow a similar process as the active duty process, but with a slightly different timeline. Reserve eResumes are typically due in January for assignment OOA 1 October.
- Typically members approved for a Reserve commission by the October R2R Panel have the best opportunity to compete for a SELRES assignment immediately.
- For questions on the Regular to Reserve Commission process please contact RPM-1 Board and Panels via email at: Arl-pf-cgpsc-rpm-boardspanels@uscg.mil
- For further guidance on SELRES assignments and off-season assignments see <a href="http://www.uscg.mil/rpm/rpm2/assignments.asp">http://www.uscg.mil/rpm/rpm2/assignments.asp</a>

# Reserve Component Category (RCC) Changes and SELRES Assignments

#### How do I request to transfer to the SELRES?

IRR members desiring to return to the SELRES must successfully complete a series of medical, dental and administrative tasks before they are eligible to transfer to the SELRES. ASL and ISL members must complete a Reserve Component Category Change request (RCC) to the IRR before requesting transfer to the SELRES. The process for transitioning from the IRR to the SELRES is different for officers and enlisted members. The process for each is outlined below.

#### <u>Enlisted</u>: Contact the Coast Guard Recruiting Command (CGRC) In-Service Transfer Team

(ISTT) at: <u>CGR-SMB-ISTT@uscg.mil</u>. The email should clearly state that you are seeking a transfer from the IRR to the SELRES and include your first and last name, rate, pay grade, desired geographic location(s) and desired timeline for returning to the SELRES.

#### Officers: To be transferred to the SELRES, officers must be slated for a SELRES assignment

by RPM-2 and complete a series of medical, dental and administrative tasks. For additional details on the IRR-to-SELRES transition process, please visit the RPM-3 IRR-to-SELRES webpage at: <a href="https://www.uscg.mil/rpm/rpm3/IRR">www.uscg.mil/rpm/rpm3/IRR</a> to SELRES.

Officers with questions regarding the IRR-to-SELRES transition process should email the RPM-3 Reserve Officer email query at:

Arl-SMB-CGPSC-ReserveOfficerQuery@uscg.mil.

Assignment related questions should be directed to RPM-2. The RPM-2 website (www.uscg.mil/rpm/rpm2/assignments.asp) has detailed information about the Reserve assignment process, including assignment messages and a list of assignment officers.

#### How do I schedule the required medical and dental exams to transition back to the SELRES?

LHI is the Coast Guard medical contractor for all medical and dental tasks above. LHI can be reached at: 888-697-4299. When contacting LHI please ensure they are aware you are in the Coast Guard Reserve and you are NOT an active duty member. Only IRR members in the process of transitioning to the SELRES are authorized to use LHI. If you have any questions about LHI or difficulty scheduling appointments, please email the RPM-3 Reserve Officer email query at: <a href="mailto:ARL-SMB-CGPSC-ReserveOfficerQuery@uscg.mil">ARL-SMB-CGPSC-ReserveOfficerQuery@uscg.mil</a>.

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The <u>RPM-1 Status Section</u> is responsible for approving all RCC requests. However, as the command for IRR, ASL and ISL members, RPM-3 must endorse all RCC requests from these members before RPM-1 will approve the request. To request an RCC out of the IRR, ASL or ISL, complete the appropriate documents below and email them to the RPM-3 SPO at: <u>ARL-PF-CGPSC-rpm-3-Query@uscg.mil</u>. Please allow up to 30 days for processing by RPM-1 and RPM-3.

- 1. <u>CG-1001</u> Change in Reserve Component Category
- 2. CG-3307 AT-10 A, B, C or D (choose appropriate one below)
  - a. AT-10A: Transfer to IRR [ Officer | Enlisted ]
  - b. AT-10B: Transfer to ISL [ Officer | Enlisted ]
  - c. AT-10C: Transfer to ASL [ Officer | Enlisted ]
  - d. AT-10D: Transfer to SELRES [ Officer | Enlisted ]
- 3. DD-2760 Qualification to Possess Firearms or Ammunition

#### How do I know which Reserve Component Category (RCC) is best for me?

Each of the four RCCs (SELRES, IRR, ASL and ISL) have unique requirements. Members should consider the requirements of each RCC prior to requesting a transfer. Below is a description of each of the four RCCs along with some of the reasons members request transfer into that RCC. The "IRR Satisfactory Participation Requirements" section at the beginning of this guide provides amplifying information on the four RCCs. In addition, Chapters 1 and 4 of the Reserve Policy Manual provide details about each RCC along with the participation requirements of each.

#### **Selected Reserve (SELRES):**

The SELRES consists of members within the Ready Reserve designated as essential to contingency requirements and have priority over all other Reserve categories. Members in the SELRES are actively engaged and are typically required to perform 48 IDT drills and 12 days of ADT annually (i.e. 1 weekend a month and 2-weeks per year).

#### **Individual Ready Reserve (IRR)**

The IRR consists of members who are trained and have previously served on active duty or in the SELRES. The IRR consists of members of the Reserve who must fulfill their military service obligation (MSO) and those who have fulfilled their MSO, but voluntarily remain in the IRR, in accordance with reference (a), 10 U.S.C. §651.

#### **Active Status List (ASL):**

Transfer to the ASL is not common. Members in the ASL must meet very specific requirements and are generally limited to no more than two years in the ASL. While I the ASL, members may, with prior approval from RPM-3, perform Reserve training activities without pay, may earn retirement points, and are eligible for promotion or advancement. To transfer to the ASL< members must meet one of the following criteria:

- 1. Key civilian employee (e.g. mayor, head of a government agency, chief of police, etc.)
- 2. Theology student during their civilian ministerial studies at accredited theological or divinity schools pursuant to 10 U.S.C. 12317;
- 3. Commissioned officers retained in an active status (SELRES, IRR, or ASL) between 18 and 20 years of service under 10 U.S.C. 12646;
- 4. Temporary hardship, temporary disability, or other cogent reason, and who intend to return to the SELRES or IRR within two years. A vast majority of members with hardship requests are transferred to the IRR (remaining military service obligation) or the ISL (no military service obligation). To qualify for a hardship transfer to the ASL, members must meet the following criteria:
  - a. The hardship must have a defined end date.
  - b. The member must intend to return to the SELRES at the end of the hardship.
  - c. The hardship may be no longer than two years
- 5. Interest of the Service. These personnel may be retained on the ASL for no more than two years.

#### **Inactive Status List (ISL):**

ISL members may not train for pay or retirement points, are <u>not</u> eligible for promotion or advancement, and do not accrue credit for qualifying years of service for retirement. ISL members are not permitted to perform voluntary duty of any kind. Reasons for transfer to the ISL are:

- 1. Volunteers, not required by law or regulation to remain in an active status, who possess requisite skills that the Coast Guard may require in a mobilization;
- 2. Members who were on or were eligible to be placed in the ASL, but who were instead placed in the ISL in order to prevent an inequity with regard to their pay, promotion, or retirement points;
- 3. Members with at least 20 years of service, with a disability rating of less than 30%, and who have been transferred to the ISL instead of separated for that disability.
- 4. Reservists who did not make weight probation are transferred to the ISL for up to one year. Those who have not attained their proper weight or body fat after one year shall be separated or transferred to the Retired Reserve, if qualified.
- 5. Reservists who decline SELRES PCS orders and wish to remain affiliated with the Coast Guard will be transferred to the ISL for a minimum of 12 months.
- 6. Unsatisfactory participation while in an active status. Members with unsatisfactory participation while in an active status may also be recalled to active duty or separated.

**NOTE:** Members with a military service obligation may temporarily be placed in the ASL or ISL, but shall be transferred back to the SELRES or IRR at the earliest possible date;

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# **Expected Loss Date**

#### Can I reenlist or extend my enlistment while in the IRR, ASL and ISL?

IRR and ASL members, only if on active duty orders or authorized to drill for points, may reenlist or extend as long as they meet the requirements outlined in the Chapter 1 of the <a href="Enlisted Accessions">Enlisted Accessions</a>, <a href="Evaluations">Evaluations</a>, and <a href="Advancements Manual">Advancements Manual</a>, <a href="COMDTINST M1000.2">COMDTINST M1000.2</a> (series). All other IRR and ASL members will <a href="moto">not</a> be authorized to re-enlist or extend unless there is a service need as approved by CG PSC-RPM. ISL members are <a href="moto">not</a> eligible to re-enlist or extend.

Members that meet the eligibility criteria and are recommended for re-enlistment or extension are authorized to reenlist within 90 days prior to their expected loss date and extend within 30 days prior to their expected loss date.

A summary of the re-enlistment and extension criteria are listed below. Be advised, the list below is <u>not</u> official and is intended for general guidance only. **Members must review** CIM1000.2 and applicable message traffic for the official Coast Guard requirements to reenlist or extend.

#### **Summary of Reenlistment/Extension Requirements**

To be qualified to re-enlist or extend, members must:

- a. On active duty orders or authorized to drill for points only, if assigned to the IRR or ASL.
- b. Receive a positive command endorsement
- c. Not have over 14 years total military service and not more than 10 years of active duty, unless enlisted, reenlisted, or extended within 24 hours at the same unit from which discharged.
- d. Achieve a minimum factor average of 3.5 on their enlisted performance evaluations (See the <u>Military Separations, COMDTINST M1000.4</u> for direction in determining the final factor average).
- e. Physically qualified in accordance with Chapter 1.A.4 of CIM 1000.2.
- f. If an alien at the time of original enlistment, must be a naturalized citizen prior to reenlistment or extension of enlistment/reenlistment (See CIM 1000.2A, Chapter 1.A.5.b(3) for exceptions).
- g. Have no more than one unsatisfactory conduct mark during the current period of enlistment.
- h. Have no documented offense for which the maximum penalty for the offense includes a punitive discharge during the current period of enlistment. (See CIM 1000.2A, Chapter 1.A.5.b(5) for additional guidance).
- i. Have no documented offense for operating a vehicle, or any other motorized mode of transportation, under the influence of alcohol or controlled substances.
- j. Have no special or general courts-martial conviction during the current period of enlistment.
- k. Have no conviction by a civil court equivalent to a felony-type offense,
- 1. Have not had their most recent government travel charge card (GTCC) closed for misuse or delinquency during the current period of enlistment.

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- m. Have no more than three weight probationary periods, and
- n. Have no documented incident as a perpetrator of sexual assault.

**NOTE:** Failure to disclose information to RPM-3 may lead to disciplinary action and/or discharge from the Coast Guard.

#### What is the process for reenlisting or extending while in the IRR or ASL?

Members who wish to reenlist or extend their service must return an electronically completed/signed or scanned Career Intentions Worksheet, CG-2045 to: <u>ARL-PF-CGPSC-rpm-3-Query@uscg.mil</u> no later than *45 days before* your Expected Loss Date. By signing on block 29 of your CG-2045, you affirm that you meet all eligibility criteria for reenlisting or extending. The CG-2045 is available at: <a href="http://www.uscg.mil/forms/cg/CG\_2045.pdf">http://www.uscg.mil/forms/cg/CG\_2045.pdf</a>

Only IRR and ASL members on active duty orders or authorized to drill for points may reenlist or extend (see section above and CIM 1000.2 for more details).

Approximately six months prior to your expected loss date, the RPM-3 SPO will attempt to notify members regarding their approaching expiration of enlistment. All contact will be made via the personal email address listed in Direct Access so it is extremely important that your email address is correct. It is the member's responsibility to contact the RPM-3 SPO at: <a href="mailto:ARL-PF-CGPSC-rpm-3-Query@uscg.mil">ARL-PF-CGPSC-rpm-3-Query@uscg.mil</a> to discuss your reenlistment or extension options.

The RPM-3 SPO will work with you to complete your reenlistment or extension contract prior to the expiration of your enlistment. We ask that you remain proactive and give yourself plenty of advance time to complete this process.

NOTE: If a member does not communicate their desire to re-enlist or extend prior to their expected loss date, members will be processed for discharge unless retirement eligible. RPM-3 will submit a CG-2055A (RET-2 only) on behalf of all retirement eligible members (i.e. 20 years of total qualifying service) with an expired enlistment contract.

#### What if I want to be discharged at my expiration of enlistment?

If you do not desire to reenlist or extend your enlistment, please indicate your desire to be discharged by completing a Career Intentions Worksheet (<u>CG-2045</u>) and emailing it to the RPM-3 SPO at: <u>ARL-PF-CGPSC-rpm-3-Query@uscg.mil</u>.

IRR, ASL and ISL members who fail to respond to RPM-3 before their Expected Loss Date will be discharged.

#### Will I receive a DD-214 when I'm discharged from the IRR, ASL or ISL?

No. DD-214s are issued to reservists only when they have completed at least 90 days of active duty service, or have performed active duty in support of a contingency operation, or separated for cause or disability.

Members discharged from the IRR, ASL or ISL will receive a discharge certificate that reflects your characterization of service (i.e. honorable, general, etc).

#### Where can I find additional information about expiration of enlistment issues?

Additional information about reenlistments and extension can be found in the Enlisted Accessions, Evaluations, and Advancements Manual, COMDTINST M1000.2. The Military Separations, COMDTINST M1000.4, provides additional information about separation and discharge processes.

# **Requesting Retirement**

#### Can I request retirement while in the IRR, ASL or ISL?

Yes. Members who accumulate 20 or more years of total qualifying service (TQS) are eligible for a Reserve (non-regular) retirement. In most cases members will not receive pay until they reach age 60.

**NOTE:** Some members may be eligible for early RET-1 (retirement with pay) if they performed qualifying active duty service on or after 28 January 2008. More information regarding early RET-1 is available on the RPM-1 Status Section and PPC RAS websites.

RPM-1 Status: <a href="https://www.uscg.mil/rpm/rpm1/Status.asp">www.uscg.mil/rpm/rpm1/Status.asp</a>

PPC RAS: www.uscg.mil/ppc/ras

The Pay and Personnel Center (CG PPC-RAS) will notify members in writing within one year of completing satisfactory federal service for retirement purposes. The written notification is commonly called the 20-year letter and is referred to in Direct Access as the "Reserve Letter Date".

Members who believe they have accumulated 20 years of TQS that have not received a 20-year letter should first review their Reserve Points Statement in Direct Access for accuracy and to determine qualifying years of service. If you believe your Reserve Points Statement is incorrect, please email the RPM-3 SPO at: <a href="mailto:ARL-PF-CGPSC-rpm-3-Query@uscg.mil">ARL-PF-CGPSC-rpm-3-Query@uscg.mil</a> with a detailed description of the error along with supporting documentation. PPC-RAS requires a 20-year letter before approving retirement.

#### What is the process for requesting retirement?

If you have received your 20-year letter and you desire to request either RET-2 or RET-1, you must submit a Reserve Retirement Transfer Request, <u>CG-2055A</u> to the RPM-3 SPO at: <u>ARL-PF-CGPSC-rpm-3-Query@uscg.mil</u>.

RPM-3 will review your retirement request, provide command endorsement and forward it to RPM-1 for approval. Once approved by RPM-1, your request will be forwarded to PPC-RAS for processing. Please be advised that processing your retirement request will take approximately 100 days (10 days at RPM and 90 days at PPC) so please submit your request well in advance of your desired retirement date.

All RET-2 (retired awaiting pay) requests will be processed effective on the 1<sup>st</sup> of the month. RET-1 (retired with pay) requests will be processed for the date of the member's 60<sup>th</sup> birthday or their eligible retirement age (date), whichever is sooner. RET-1 requests submitted after the member's 60<sup>th</sup> birthday will not be processed retroactively.

Enlisted members in the IRR who, upon completing 20 years TQS, fail to request RET-2 status upon their expected loss date, will be automatically transferred to RET-2. The RPM-3 SPO will attempt to contact enlisted members prior to their expected loss date via the non-Coast Guard (i.e. personal) email address listed in Direct Access. However, if RPM-3 is unable to contact the member, the member will be processed for retirement.

#### Can I request early retirement for pay?

Yes, if you performed qualifying active duty on or after 28 January 2008 you may be eligible to receive reserve retired pay prior to age 60 (you must be at least 50 years of age). As a general rule, for every 90 days a reservist is on qualifying active duty orders in any one fiscal year (days can be in aggregate), the member may reduce the minimum age to qualify for reserve retired pay by 3 months. The eligibility age may not be reduced below 50 years of age for any person. See ALCOAST 399/09 and ALCGRSV 051/09 for additional information.

#### Where can I find information about Reserve retirement eligibility and processing?

Chapter 8 of the Reserve Policy Manual, COMDTINST M1001.28 (series), provides information about Reserve retirement eligibility, earning retirement points, and computing retired pay. In addition, the PPC Retiree & Annuitant Services Branch (PPC-RAS) web page is devoted to servicing retired Coast Guard members. The PPC-RAS web page can be accessed at: <a href="https://www.uscg.mil/hr/psc/ras">www.uscg.mil/hr/psc/ras</a>. A calculator to **estimate** your retired pay is available at: <a href="https://www.hrc.army.mil/Calculators/RetirementCalc.aspx">www.hrc.army.mil/Calculators/RetirementCalc.aspx</a>.

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### Benefits in the IRR

#### Do IRR, ASL and ISL members receive an ID Card?

Yes, IRR, ASL and ISL members receive a DD Form 2 (Reserve) (Green) ID card. IRR members serving on active duty in excess of 30 days may be issued a Common Access Card (CAC). Eligible dependents should also be issued identification cards. Additional details about ID cards can be found in <u>Identification Cards for Members of the Uniformed Services, Their Eligible Family Members</u>, and Other Eligible Personnel, COMDTINST M5512.1A.

For the closest ID card office and to make appointments, visit: <a href="https://www.dmdc.osd.mil/rsl/appj/site?execution=e2s1">https://www.dmdc.osd.mil/rsl/appj/site?execution=e2s1</a>. This site also provides hours and general information. It is recommended that you call in advance for an appointment.

#### Do IRR, ASL and ISL members receive commissary privileges?

Yes, in accordance with <u>DoDI 1330.17</u>, <u>Armed Services Commissary Operations</u>, and <u>COMDTINST M5512.1</u> (series), <u>Identification Cards for Members of the Uniformed Services</u>, <u>Their Eligible Family Members</u>, and <u>Other Eligible Personnel</u>, reservists and authorized family members, with proper identification, are entitled to unlimited commissary privileges, except when prohibited by treaty or other international agreements in foreign countries.

#### Can I keep my military bonus in the IRR?

Military Bonuses terminate upon transfer to the IRR and I may be subject to recoupment, unless the transfer is affected after completion of all obligations for which the bonus was paid.

#### Are IRR, ASL and ISL member eligible for the Thrift Savings Plan (TSP)?

Most likely, no. According to the TSP Participant Eligibility Guidelines, uniformed personnel must be in a "pay status" (i.e. receiving pay) AND in the Ready Reserve (SELRES and IRR) to participate in the TSP. Although IRR members are considered part of the Ready Reserve, unless they are on active duty orders with pay, they will not be in a pay status and thus ineligible to participate in the TSP. ASL and ISL members are part of the Standby Reserve and are <u>not</u> eligible to participate in the TSP.

For more information on TSP eligibility visit the TSP website at: www.tsp.gov/PlanParticipation/EligibilityAndContributions/index.html or www.tsp.gov.

#### Do IRR, ASL and ISL members have access to Morale, Welfare and Recreation (MWR)?

<u>IRR</u>: Yes, in accordance with <u>Military Morale, Welfare and Recreation (MWR) Programs, DoDI 1015.10</u>, IRR members have unlimited use authorization for all MWR programs. A full listing of programs and descriptions can be found in Enclosure 5 of DoDI 1015.10.

<u>ASL/ISL</u>: No. In most cases members in the Standby Reserve do not qualify for access to MWR programs. However, in some instances the installation commander can authorize access. Please refer to <u>DoDI 1015.10</u> for more information.

#### **Can IRR members receive Vehicle Decals?**

No. The Coast Guard no longer issues vehicle decals. If you have a vehicle decal affixed to your vehicle(s), please remove it and properly destroy before discarding.

#### Are IRR, ASL and ISL members eligible for the TRICARE Reserve Select?

No, IRR, ASL and ISL members are not eligible for TRICARE Reserve Select.

However, IRR members on active duty orders for greater than 30 days are eligible for TRICARE benefits. In addition, IRR members may be eligible for the Continued Health Care Benefit Program (CHCBP). To be eligible, members must purchase CHCBP within **60 days** of losing TRICARE eligibility.

CHCBP is a premium-based health care program that offers temporary transitional health coverage for 18-36 months after TRICARE eligibility ends. For more information about CHCBP or to see if you qualify, visit the TRICARE CHCBP website at: <a href="www.tricare.mil/chcbp">www.tricare.mil/chcbp</a> or call 1-800-444-5445.

#### Are IRR, ASL and ISL members eligible for the TRICARE Dental Program (TDP)?

Yes. According to TRICARE, Reserve members are eligible for enrollment in the TRICARE Dental Program (TDP) when they are <u>NOT</u> on active duty or covered under Transitional Assistance Management Program (TAMP). Reserve members who are called or ordered to active duty for a period of more than 30 consecutive days will be disenrolled from TDP and will receive the same entitlements as an active duty service member.

More information on the TRICARE Dental Program (TDP), including benefits coverage, enrollment, and premiums, can be found at the TRICARE Dental Program web page: www.tricare.mil/tdp.

#### Do IRR, ASL and ISL members receive any educational benefits?

It depends. IRR, ASL and ISL members do not qualify for educational benefits. However, a member may have earned eligibility for an educational benefit program based on his/her previous active duty status or SELRES participation. If you have questions regarding your eligibility for Reserve education benefit programs, please visit the RPM-3 Reserve VA Education page at: <a href="www.uscg.mil/rpm/rpm3/reserve\_va\_ed.asp">www.uscg.mil/rpm/rpm3/reserve\_va\_ed.asp</a>. If you still have questions about eligibility or need further assistance with accessing your benefits, email <a href="mailto:ReserveVAEducation@uscg.mil">ReserveVAEducation@uscg.mil</a>. In addition, you can contact a VA Education Counselor at 888-GIBILL-1 (888-442-4551).

NOTE: IRR, ASL, ISL, and retired members are NOT eligible to transfer Post 9/11 GI Bill benefits to their dependents. Benefits must be transferred while on active duty or in the SELRES and require a 4 year service obligation in the active duty or SELRES from the date benefits are transferred.

#### Am I eligible for SGLI while assigned to the IRR?

Yes, but only under a special circumstances. Only IRR members approved to drill for points (no pay) or on active duty orders are authorized SGLI. Specifically, these members may be eligible for Service members' Group Life Insurance (SGLI) if they perform more than 12 drills during the fiscal year. All premiums must be paid in advance. To make SGLI premium payments or for questions regarding SGLI payments should be directed to CG PPC (FAR) at 1-800-PPC-USCG (1-800-772-8724).

#### Am I eligible for VGLI while assigned to the IRR?

Yes, all IRR members are eligible for Veterans' Group Life Insurance (VGLI). VGLI is a program of post-separation insurance which allows service members to convert their SGLI coverage to renewable term insurance.

If you wish to read more about premiums or information on SGLI and VGLI, or wish to apply for either, you may visit the Veteran Affairs' (VA) insurance website at: www.benefits.va.gov/insurance/sgli.asp.

#### Can IRR, ASL and ISL members use apace-available (Space-A) travel?

According to the <u>Air Transportation Eligibility</u>, <u>DoDI 4515.13</u> certain members of the SELRES, IRR and ASL may be eligible for travel with proper documentation. Please refer to DoDI 4515.13 for additional information and specific documentation requirements. ISL members are NOT eligible for Space-A travel.

#### Are IRR, ASL and ISL members eligible to receive Coast Guard Mutual Assistance (CGMA)?

Per the CG Mutual Assistance Manual, IRR members are only eligible for assistance if they are retirement eligible. In addition, assistance is generally extended to reservists serving on extended active duty and those in the SELRES and ASL. Assistance may be extended to eligible Reserve members not on extended active duty on a limited basis, to prevent privation (food, eviction, loss of utilities), to meet other emergency needs, and for certain CGMA Education Programs. If you are not in one of the above categories, you are encouraged to contact CGMA to see if your specific situation may be eligible for assistance. Additional information regarding CGMA is available at: <a href="https://www.cgmahqmobile.org">www.cgmahqmobile.org</a>.

#### Are there other VA benefits IRR, ASL and ISL members may be eligible for?

Yes. The Department of Veterans Affairs (VA) offers many benefits not listed in this guide that members in the IRR, ASL and ISL may be eligible for, depending on their past service history. The VA webpage has a complete listing of all benefits, including information on home loans, veteran's hospitals, educational benefits to name just a few. You are encouraged to visit the VA website at: <a href="https://www.va.gov">www.va.gov</a> or call the VA at: 1-800-827-1000.

# **Acronyms**

AC Active Component

ADOS Active Duty for Operational Support

ADT Active Duty for Training

ADT-AT Active Duty for Training – Annual Training

AO Assignment Officer
ASL Active Status List

ASQ Annual Screening Questionnaire

AT Annual Training
AY Assignment Year
AY Anniversary Year
CAC Common Access Card

CG Coast Guard

EAD Extended Active Duty
EER Enlisted Evaluation Report

EI-PDR Electronically Imaged Personnel Data Record

ELD Expected Loss Date
EOE Expiration of Enlistment
FHD Funeral Honors Duty

CGMA Coast Guard Mutual Assistance

HIPAA Health Information Portability and Accountability Act

HIV Human Immunodeficiency Virus

HYT High Year Tenure
IDT Inactive Duty Training

IMR Individual Medical Readiness

IAW In Accordance With

IRR Individual Ready Reserve

ISL Inactive Status List

ISTT In-Service Transfer Team (CG RC)
LHI Logistics Health Incorporated
MRRS Medical Reserve Readiness System

MRTT Mobilization Readiness Tracking Tool

MSO Military Service Obligation
MWR Morale, Welfare and Recreation
NOBE Notice of Basic Eligibility

NOE Notice of Eligibility

OER Officer Evaluation Report
PAL Personnel Allowance List
PDR Personnel Data Record
PHA Periodic Health Assessment
PHI Protected Health Information

PII Personally Identifiable Information

PPC Pay & Personnel Center PSC Personnel Service Center

PSC-RPM Personnel Service Center – Reserve Personnel Management Division

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RC Reserve Component

RCC Reserve Component Category

R-CRSP Reserve Career Retention Screening Panel

RHRP Reserve Health Readiness Program

RMP Readiness Management Period

SELRES Selected Reserve

SGLI Servicemembers Group Life Insurance

SPII Sensitive Personally Identifiable Information

SPO Servicing Personnel Office

SWE Service Wide Exam

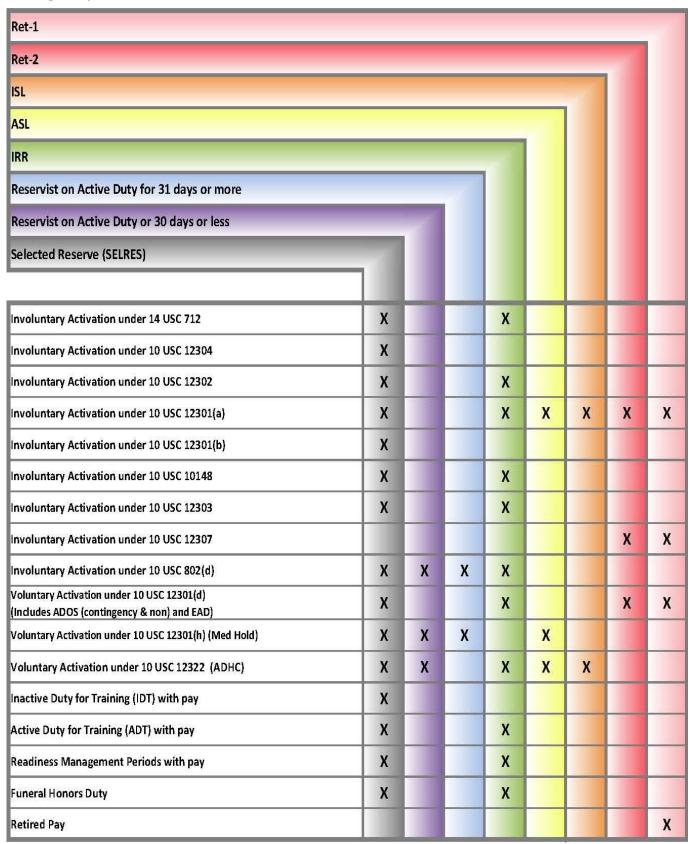
TDP TRICARE Dental Program
TQS Total Qualifying Service
TRAPAY CAT Training/Pay Category

VA Veteran Affairs'

VGLI Veterans' Group Life Insurance

# **Reserve Benefits Matrix**

This table is intended for Quick Reference ONLY and eligibility below requires ALL other eligibility criteria be met.



Ret-1										
Ret-2										
ISL										
ASL										
IRR										
Reservist on Active Duty for 31 days or more			7							
Reservist on Active Duty or 30 days or less	_	7								
Selected Reserve (SELRES)	_	П								
		н								
Tuition Assistance	X	X	Х							
Servicemembers Group Life Insurance (SGLI)	X	X	X	X <sub>1</sub>						
Family Servicemembers Group Life Insurance (FSGLI)	X	X	X	X						
Veterans Group Life Insurance (VGLI)				X	Х	X	X	X		
Reserve Component Survivor Benefit Plan	X	X	X	X	Х	Х	X	X		
Thrift Savings Plan	X	X	Х	X						
Coast Guard Mutual Assistance	X	X	Х	X	Х		X	X		
Morale, Welfare, & Recreation (MWR)	X	X	X		Х		X	X		
Commissary & Exchange Priviledges	X	X	Х	X <sub>2</sub>			Х	X		
Worklife Support	X	X	X							
Legal Assistance			X							
Space Available Travel	X	X	X	X	Х			X		
Transient Quarters	ХЗ	Х3	Х3				ХЗ	ХЗ		
Premium Free Member TRICARE			Х							
Premium Based Dependent TRICARE	X	X	х		Х		X	X		
TRICARE Reserve Select (TRS)	X	X								
TRICARE Reserve Retired (TRR) or "Grav Area TRICARE"							X	X <sub>4</sub>		
TRICARE for Life								X <sub>5</sub>		
TRICARE Dental Program (TDP)	х	X								

#### Notes:

- 1) No more than 120 days can pass between premium payments or full-time SGLI coverage will lapse.
- 2) IRR members are eligible for unlimited priviledges to commissaries and exchanges with valid military ID.
- 3) Transient Quarters or Military Lodging eligibility is specific to each installation.
- 4) Ret-1 members are eligible for TRICARE Reserve Retired until age 60.

Specific TRICARE for Life program eligibility is premium, age, and geography dependent.

5)